

**REVISED AGENDA**  
**SCOTTSDALE PUBLIC LIBRARY ADVISORY BOARD**  
**June 18, 2003 – 3:30 PM**  
**Civic Center Library Board Room**

**1. CALL TO ORDER**

**2. APPROVAL OF MINUTES – May 21, 2003**

**3. LIBRARY STAFF REPORTS OF CURRENT EVENTS (A.R.S. 38-431.02 (K))**

Staff will update the Library Advisory Board on the status of current events and activities in the libraries.

- Monthly Statistical Report - Sharyn Pennington, Operations Coordinator  
(An update of significant library use statistics - informational only)
- Special Revenue Account Report – Sharyn Pennington, Operations Coordinator  
(An overview of the status of funds received through the sale of discarded books and magazines, and includes the status reports of funds received in the library's Gifts and Memorials Fund - informational only)
- Director's Report - Bill Pillow for Rita Hamilton
- Customer Feedback Report: "*How'd We Do?*" – Bill Pillow for Rita Hamilton
- Library Services Highlights:
  - Volunteer Program – Debbie Tang
  - Online System Replacement – Mary Johnson

**4. ITEMS REQUIRING BOARD ACTION**

• ***EXPENDITURES***

(Items will be introduced by Bill Pillow for Rita Hamilton)

Staff request approval to expend Special Revenue Account Funds for the items listed below. Accounting reports confirm that the amount requested is available in the Special Revenue Account. These monies are raised by Library Volunteers through the sale of discarded books and magazines.

<b>June 03</b>	Book Corral Promotional Items - Civic Center	\$	500
	Book Corral Promotional Items - Mustang	\$	500
	Book Corral Promotional Items - Palomino	\$	300
	Volunteer Graphics	\$	1,500
	Volunteer RAVE (Recognition Award for Volunteer Excellence)	\$	2,000
	Volunteer Program General Operating Supplies	\$	1,500
	Volunteer calendars	\$	1,100
	Contract instructors--Computer classes (for FY03/04)	\$	4,000
	SAT Workshop & Practice Tests (for FY03/04)	\$	100
	<b>June total</b>	<b>\$</b>	<b>11,500</b>

Staff Recommendation: Approve requests

Board Action: Approve or deny requests for specific items

- ***LIBRARY FINES & FEES POLICY REVISION***  
(Revised policy to increase fines from 10 to 20 cents)  
Staff Recommendation: Approve revised policy
- ***DISPLAY CO-SPONSORSHIP: Constitution Commemoration Committee*** \*(additional item)  
(Application request for co-sponsorship use of library public area for display)  
Board Action: Approve or deny request

## **5. INFORMATIONAL ITEMS**

- ***ANNOUNCEMENTS/ISSUES FOR FUTURE DISCUSSION***
- ***OPEN CALL TO THE PUBLIC (ARS38-431.02)***  
Subject to reasonable time, place and manner restrictions, as determined by the Chairman, members of the public will be allowed to address the Library Advisory Board on any issue within jurisdiction of the Board. At the conclusion of the open call to the public, individual members of the Board may respond to comments made by those who have addressed the Board, may ask staff to review a matter or may ask that a matter be put on a future agenda. Members of the Board shall not discuss or take legal action on matters, however, raised during an open call to the public unless the matters are properly noticed for discussion and legal action.

## **6. ADJOURNMENT**

Next meeting: September 17, 2003

Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting the City Clerk's Office at 312-2412. Requests should be made as early as possible to allow time to arrange accommodations.